



Roseburg Urban Sanitary Authority
1297 N.E. Grandview Drive
Roseburg, OR 97470

**MINUTES OF THE REGULAR BOARD MEETING
OF THE BOARD OF DIRECTORS OF
ROSEBURG URBAN SANITARY AUTHORITY**

Board Chair, John Dunn, called the regular monthly Board Meeting to order at 4:00 p.m. on March 8, 2023. The Board Meeting was held in-person and remotely broadcast by Zoom® Meeting.

ROLL CALL

Directors

Present: Board Chair John Dunn, Rob Lieberman, David Campos and Kelsey Wood

Absent: Jerry Griese

Others present: General Manager Jim Baird, Finance Director Christine Morris, Office Assistant II Harmony Williams, Collections Superintendent Steve Lusch, Engineering Technician III Ryon Kershner and Caleb Trammell Jacobs Interim Plant Operator.

Consideration of the February 8, 2023, Regular Monthly Board Meeting Minutes.

Kelsey Wood moved to approve the minutes for the February 8, 2023 Roseburg Urban Sanitary Authority monthly Board Meeting.
John Dunn seconded the motion.
The motion passed unanimously.

General Managers Report

Bisulfite Building Project

We did not receive a pay request from the contractor at the time of the March Board meeting.

Office Remodel

Tom Rogers of Rogers Engineering has completed 90% plans. The staff has reviewed the plans and made comments and changes. Once the plans have been completed staff will submit the plans and an application for construction to the City. Tom Rogers will make any changes that are required as part of that review.

Staff will solicit bids when the plans have been approved.

North Deer Creek Trunk Rehabilitation Project

Staff is working with Rob Lee, with Leeway Engineering Solutions, and his team to answer a few outstanding items before the plans can be completed.

Biogas Feasibility Study – WRF

Jacobs has started the work on the feasibility study. The preliminary schedule anticipates the final report in September 2023.

Chadwick St and Atlanta St Sewer Replacement

Bids were opened on March 01, 2023, at 2:00 pm for the Chadwick St. and Atlanta St. sewer replacement project. Three bids were received and Cradar Enterprises, Inc. submitted the lowest bid in the amount of \$212,748. The project Engineer, Alex Palm, and staff have reviewed the bids and would recommend that the Board award Cradar Enterprises, Inc. the project in the amount of \$212,748.

Kelsey Wood made a motion to award the Chadwick St and Atlanta St sewer replacement project to Cradar Enterprises, Inc., in the amount of \$212,748.

Rob Lieberman seconded the motion.

Pacific Power Demand Response Program

RUSA has been approached by Pacific Power and Enel North America to consider joining a demand response program. The program works with large electric power users that may be able to shed load from the power grid for short periods of time to ensure the remaining power customers do not experience brownouts or power interruptions.

The Water Reclamation Facility can use backup generators for power and could, for short periods of time, switch to backup power and not use utility power. The Natural Treatment System has adequate storage for effluent and could be shut down for short periods of time. The program is voluntary and if the request to shed load could not accommodate the request we would not be required to disconnect from the power grid.

Participants in this program are financially compensated to be part of this program. This program is part of Pacific Power's resilience program to plan for the few times the demand on the system is greater than the available electric power. We are in the information-gathering step of the process and will bring additional information to the Board as we gain a fuller understanding of the benefits and any disadvantages of the program.

Kelsey Wood made a motion for staff to move forward in negotiating with Enel North America.

Rob Lieberman seconded the motion.

Jacobs Plant Operations Report

Caleb Trammell advised that the treatment facility averaged 92% BOD removal and 95% Total Suspended Solids removal during February. The total Effluent flow was 118.58 million gallons.

Accounts Payable

The Board reviewed the Accounts Payable Report and Addendum for the March 2023 Accounts Payable.

Rob Lieberman moved to approve the Accounts Payable Report and Addendum as presented. David Campos seconded the motion.

Vote By Roll Call

Board Chair Dunn requested "Roll Call" for the motion to approve the March 2023 Accounts Payable Report and Addendum as presented:

John Dunn	Yes
Rob Lieberman	Yes
Jerry Griese	
Kelsey Wood	Yes
David Campos	Yes

The motion was passed with a 4/0 vote.

Other Business

Board members briefly discussed the upcoming election and possible vacancy of Position No. 3.

Attached Additional Items Presented

Accounts Payable Addendum

Respectfully submitted,



Harmony Williams
Office Assistant

ADDENDUM TO 3/8/23 BOARD PACKET

Accounts Payable

Checks by Date - Detail by Check Date

User: christine
 Printed: 3/8/2023 3:30 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
51323	FASTENAL ORROS228822	Fastenal Company Storage Containers	03/08/2023	239.75
Total for Check Number 51323:				239.75
51324	LYOUNG 70300571087	Lauren Young Tire Wiper blades-'17 F150	03/08/2023	55.98
Total for Check Number 51324:				55.98
51325	CMM OGFOA	Christine Morris Reimb-Mileage/Meals OGFOA Conf	03/08/2023	363.67
Total for Check Number 51325:				363.67
51326	NEXNET 19248	Nexcom, LLC Monthly digital telephone service-Admin	03/08/2023	332.80
Total for Check Number 51326:				332.80
51327	PPL FEB 2023 140LM FEB 2023 310 PS FEB 2023 310B FEB 2023 411LM FEB 2023 425LM FEB 2023 Admin FEB 2023 High FEB 2023 Keady FEB 2023 LV FEB 2023 NBank FEB 2023 NTS FEB 2023 SBank FEB 2023 Wilb1 FEB 2023 Wilb2 FEB 2023 WWTP1 FEB 2023 WWTP2	Pacific Power Power Usage-140 LM-NTS Gate Power Usage-310 Bourbon St PS Contract-310 Bourbon St PS Usage-411 LM-Storage Bldg Power Usage-425 Long Meadow Power Usage-Admin Bldg Power Usage-Highland PS Contract Min&Usage-Keady Ct PS Power Usage-Loma Vista PS Power Usage-North Bank PS Contract/Power Usage-NTS PS Power Usage-South Bank PS Power Usage-Wilbur 1 PS Power Usage-Wilbur 2 PS Power Usage-WWTP 1 Power Usage-WWTP 2	03/08/2023	20.12 93.03 62.38 49.12 12.55 584.18 1,185.15 83.84 90.13 127.79 1,988.07 1,339.64 151.08 259.39 19,839.95 27.71
Total for Check Number 51327:				25,914.13
51328	PRINTS 35327 35327b	Prints Charming Shirts for home show Shirts for home show	03/08/2023	285.50 121.50
Total for Check Number 51328:				407.00
51329	PUMPTECH 0190518-IN	Pumptech, Inc. Air Release Valves-Winchester PS force main	03/08/2023	2,064.34
Total for Check Number 51329:				2,064.34

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
51330	SIERRASP 21794341 030423	Sierra Springs Bottled water service	03/08/2023	90.99
Total for Check Number 51330:				90.99
51331	UBWA FEB 23 310B FEB 23 411LM FEB 23 606LM	Umpqua Basin Water Association Water - 310 Bourbon St Water - 411 Long Meadows Ln Water - 606 Long Meadows Ln	03/08/2023	22.00 22.00 22.00
Total for Check Number 51331:				66.00
Total for 3/8/2023:				29,534.66
Report Total (9 checks):				29,534.66